

Meeting Minutes

Initial Regular Meeting City of Maricopa Merit Board April 16, 2008

- 1.0 Ms. Karen Shaffer called the meeting to order.
- 2.0 Present for roll call in alphabetical order were: Marvin Brown, Cliff Reedy, Micki Schroeder and Karen Shaffer.
- 3.0 As this was the initial meeting of the Board, there were no Minutes to approve.
- 4.0 Agenda Items
 - 4.1 Ms. Shaffer introduced herself as Acting Director for Support Services and City of Maricopa liaison to the Board. She then conducted a Power Point presentation on Merit Board Principles and Responsibilities. A question and answer period was conducted during which Mr. Reedy raised minor inconsistencies among the Personnel Policies and Procedures manual, the City of Maricopa Board, Committee and Commission Handbook, and the Human Capital Merit Board Application Form.
 - 4.2 Ms. Shaffer and the three Board members briefly described their backgrounds. Mr. Reedy nominated Ms. Schroeder to serve as Board Chairperson; Mr. Brown seconded. Ms. Schroeder was elected Board Chairperson by acclamation.

As Mr. Brown was uncertain of his tenure on the Board due to potential disqualification as a candidate for election, he declined to be considered for the position of Board Secretary. Mr. Reedy was designated Secretary of the Board by default.

- 4.3 The Board requested additional documents as resources for review in support of its duties. These included copies of the Personnel Policies and Procedures manual, City of Maricopa New Hire Package, and various position job descriptions. Ms. Shaffer agreed to seek the requested materials for future consideration by the Board.
- 5.0 There were no members of the public present for the meeting.
- 6.0 On motion by Mr. Reedy and second by Mr. Brown, meeting was adjourned.